

MINUTES
REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MAY 17, 2023

District Manager Tom Lando reported that due to unforeseen circumstances, President Shelby Boston and Vice President Bob Matthews will not be participating in the meeting this evening. The majority members of the Board may elect a president pro tempore from its members. The remaining members of the Board of Directors confirmed Director Marc Sulik will preside as chairperson for this meeting.

OPENING

The regular meeting of the Board of Directors of the Paradise Irrigation District (PID) was called to order at 5:31 p.m. by Director Marc Sulik followed by a reflection and The Pledge of Allegiance to the Flag of the United States of America.

BOARD MEMBERS PRESENT: Directors Elliott Prest, Chris Rehmann, & Acting President Marc Sulik

ROLL CALL

BOARD MEMBERS ABSENT: Vice President Bob Matthews & President Shelby Boston

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Finance Manager/Treasurer Brett Goodlin, District Engineer Blaine Allen, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader & Colleen Boak with Water Works Engineers, Nicole Maddox & Brandon Kanatani with APTIM, Spencer Mendez with RCI General Engineering, and members of the public

Members of the Board received written communication from Kay Morales included in the agenda packet regarding reimbursement or credit for fees paid as a ready-to-serve rate customer following the Camp Fire.

PUBLIC COMMENT
(Item 2)

District Manager Tom Lando indicated discussion regarding closed session item 3.a. will be postponed until the July meeting. Chairperson Sulik announced the Board will adjourn to closed session to discuss agenda items 3.b. and 3.c. Following an opportunity for public comment, the Board adjourned to closed session at 5:32 p.m. regarding the following:

CLOSED SESSION
(Item 3.b. & 3.c.)

~~3.a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION~~

~~Anticipated litigation pursuant to subdivision (b) of Government Code section 54956.9. One potential case.~~

3.b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Anticipated litigation pursuant to subdivision (b) of Government Code section 54956.9. One potential case.

3.c. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)

Agency Designated Representative: Tom Lando, District Manager

Employee Organization: Management Unit represented by Teamsters Local 137
General Unit represented by IBEW Local 1245

ANNOUNCEMENT
FROM CLOSED
SESSION

Chairperson Sulik reconvened the regular meeting at 5:37 p.m. and announced directions have been given in reference to closed session items 3.b. and 3.c.

APPROVAL OF
CONSENT
CALENDAR
(Item 5.a.-5.d.)

Board members reviewed consent calendar items as follows:

- 5.a. Approval of Meeting Agenda Order
- 5.b. Approval of Minutes – Regular Meeting of April 19, 2023
- 5.c. Approval of Minutes – Special Meeting of May 8, 2023
- 5.d. Approval to Purchase – 20' Shipping Container for extra Clarifier Media

It was moved by Director Rehmann and seconded by Director Prest to approve the Consent Calendar as presented.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

ACCEPTANCE OF
TREASURER'S
REPORT FOR
PERIOD ENDING
APRIL 28, 2023
(Item 6.a.)

Board members reviewed a written Treasurer's Report prepared by Finance Manager / Treasurer Brett Goodlin for the period ending April 28, 2023, highlighting the District's cash position, debt service analysis, and operational overview.

It was moved by Director Prest and seconded by Director Rehmann to accept the Treasurer's Report as presented for the period ending April 28, 2023.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

EXPENSE
APPROVAL
REPORT FOR THE
MONTH OF APRIL
2023 APPROVED
(Item 6.b.)

Board members reviewed accounts payable expense reports for the month of April 2023. Treasurer Goodlin reported a correction to the check number listed as 97922. This check number should be **57922**.

It was moved by Director Rehmann and seconded by Director Prest to approve payments by check in the amount of \$334,508.77 representing check numbers 57901 through ~~97922~~ **57922** and electronic payments of \$2,807,063.59 by EFT for the month of April 2023 for total payments of \$3,141,572.36, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of May 2023 as amended.

AYES: Directors Prest, Rehmann, and Sulik
NOES: None
ABSENT: Directors Boston and Matthews

Motion passes 3-0

PID STAFF AND
CONSULTANT
REPORT UPDATES
(Items 7.a. – 7.h.)

Board members reviewed written Staff and Consultant Report updates provided in the agenda packet. Additional discussion included: 1) Service lateral replacement rates with priority locations slated in conjunction with the Town's paving project. PID staff are scheduled to meet with the Town of Paradise for a paving coordination session next week; 2) System outage experienced by Zenner USA affecting our metering system. Zenner software engineers have resolved the problem and have implemented improvements; 3) Status of results for first round of PFAS sampling; 4) Water Supply Recovery Update from Water Works Engineers, noting Request for Bids for the Phase 1 Mains Replacement Project will be distributed this week; and 5) Post-Fire Recovery Update from Aptim

Environmental & Infrastructure regarding FEMA Public Assistance and upcoming priorities and grant program status.

Ad Hoc Customer Recovery Support Committee:

Business at the May 2, 2023 committee meeting included reconnection charge options and customer communication provided under Public Participation in reference to property owners who have been paying the "Ready to Serve" rate of \$21.49/month since the Camp Fire vs. the disconnected parcels that have paid no monthly fee and have been given a grace period to reconnect. Customers paying the "Ready to Serve" rate have requested consideration of a potential credit or reimbursement. District Manager Tom Lando indicated further committee information will be communicated at next month's meeting when all Board members are present.

Finance Committee:

District Manager Tom Lando reported discussion at the May 4, 2023 committee meeting included review of the Draft Budget for fiscal year 2023-2024 and financial policies, proposed grant funding tracking tool, budgeting software, and schedule of monthly finance meetings. The next Committee meeting will be held on June 8, 2023 at 8:00 a.m.

Unfinished Business: No unfinished business to report.

District Engineer Blaine Allen reported the Meter Installation & Service Lateral (MISLR) Phase 3 Project will consist of installation of approximately 4,750 service laterals for all remaining accounts that were connected pre-fire. In addition, this project will include installation of meters and backflows as needed. Sealed bids for construction of the MISLR Phase 3 Project were opened on May 3, 2023 with the confirmed low bidder being RCI General Engineering.

It was moved by Director Rehmann and seconded by Director Prest to authorize the District Manager to enter into an agreement with RCI General Engineering for the Meter Installation & Service Lateral Replacement Phase 3 Project at a cost of \$37,009,310.00 with an additional 15% contingency value of \$5,551,396.00 at the discretion of the District Manager or designated representative.

AYES: Directors Prest, Rehmann, and Sulik

NOES: None

ABSENT: Directors Boston and Matthews

Motion passes 3-0

Staff reported this proposed agenda item is for the purpose of providing consulting services for updating the Design and Specifications, Bidding Assistance and Inspection for the Rehabilitation of water storage tanks C, D, & E.

It was moved by Director Prest and seconded by Director Rehmann to authorize the District Manager to execute an agreement with Harper & Associates Engineering, Inc. for consulting, bidding and construction/inspection services for the rehabilitation of water storage Tanks C, D, & E as included in their proposal for the amount of \$190,840 with an additional 10% contingency value of \$19,084 to be executed at the discretion of the District Manager or designated representative.

AYES: Directors Prest, Rehmann, and Sulik

NOES: None

ABSENT: Directors Boston and Matthews

Motion passes 3-0

COMMITTEE
REPORTS
(Items 8.a. & 8.b.)

UNFINISHED
BUSINESS (Item 9.)

NEW BUSINESS:

METER
INSTALLATION &
SERVICE LATERAL
PHASE 3 PROJECT
CONTRACT
AUTHORIZATION
(Item 10.a.)

REHABILITATION
OF WATER
STORAGE TANKS
C, D, & E
(Item 10.b.)

HAZARD TREE
REMOVAL –
WATER
TREATMENT
PLANT
(Item 10.c.)

Proposed work for hazardous tree removal at the Water Treatment Plant will include removal of all trees that could fall and damage the bleach storage tanks and inside or near security fencing. Additionally, proposed work will provide for removal of all fallen trees and remaining fire debris from the 2018 Camp Fire within the fenced area at the Treatment Plant.

It was moved by Director Prest and seconded by Director Rehmann to authorize the District Manager to approve the removal of hazardous trees at the Water Treatment Plant in the amount of \$26,850.00.

AYES: Directors Prest, Rehmann, and Sulik

NOES: None

ABSENT: Directors Boston and Matthews

Motion passes 3-0

REVISION TO
PROCUREMENT
POLICY, CHAPTER
12.2.2 RE:
AUTHORIZATION
AMOUNTS
(Item 10.d.)

Assistant District Manager Mickey Rich reported the proposed amendment to the Procurement Policy would increase authorization amounts for Management Staff from \$1,000 to \$2,500 and the District Manager's limit from \$5,000 to \$7,500.

It was moved by Director Rehmann and seconded by Director Prest to authorize approval of the proposed revisions to the Paradise Irrigation District Policy and Procedures Manual, Chapter 12 – Procurement Policy as recommended.

AYES: Directors Prest, Rehmann, and Sulik

NOES: None

ABSENT: Directors Boston and Matthews

Motion passes 3-0

SECOND
AMENDMENT TO
EMPLOYMENT
AGREEMENT WITH
ASSISTANT
DISTRICT
MANAGER
(Item 10.e.)

The following recommendation is presented for a Second Amendment to Employment Agreement with Mickey Rich to provide that effective May 20, 2023, District agrees to pay Employee \$115,000 in salary per year for her services, payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.

It was moved by Director Rehmann and seconded by Director Prest to approve the Second Amendment to the Employment Agreement with Mickey Rich effective May 20, 2023. Directors' votes were polled as follows by roll call:

AYES: Directors Prest, Rehmann, and Sulik

NOES: None

ABSENT: Directors Boston and Matthews

Motion passes 3-0

COMMITTEES OF
THE DISTRICT
(Item 10.f. Tabled)

District Manager Tom Lando recommended this item be tabled until the next Board meeting when the President of the Board is present for discussion and appointment of committee assignments.

DIRECTORS'
COMMENTS
(Item 11)

Director Prest: Expressed appreciation for the opportunity to serve as a member of the Board of Directors representing Division 2.

There being no further business, it was moved by Chairperson Marc Sulik to adjourn the regular meeting. The regular meeting of the PID Board of Directors was adjourned at 6:45 p.m.

ADJOURNMENT OF
MEETING


Georgeanna Borrayo, Secretary


Marc Sulik, Chairperson Pro Tem